

## **Dear State Employee/Retiree**

The State of Delaware is providing you with Internal Revenue Service (IRS) – Form 1095-C. This is an important tax document that you should (1) have on hand when you complete your 2016 federal income tax return, and (2) keep safely with your tax-related documents. The purpose of this letter is to explain why you are receiving this IRS tax form.

The State of Delaware is required by federal law to send Form 1095-C to the following individuals:

- Any individual who was a full-time employee (defined as having worked 30 or more hours per week on average) for the State of Delaware for one or more months of 2016, and
- Any other State employee who enrolled in the Group Health Insurance Program sponsored by the State of Delaware.

If you were enrolled in the State's Group Health Insurance Program in 2016, Form 1095-C provides documentation that you (and any enrolled family members) had health coverage for one or more months of 2016. Individuals who do not have health coverage may be required to pay a tax penalty when they file their federal income tax returns.

If you were not enrolled in the State's Group Health Insurance Program, Form 1095-C provides documentation that the State offered you health coverage in 2016 and that the coverage met certain standards set by the federal government. Specifically, the use of the "1A" code in Line 14 of Form 1095-C shows that the State offered you (and your eligible family members) coverage that:

- Met a "minimum value" standard set by the federal government, and
- Is considered "affordable," under standards set by the federal government.

A casual seasonal employee who worked full-time hours for one or more months of 2016 will receive a Form 1095-C. Since casual seasonal employees are not eligible for health coverage in the State's Group Health Insurance Program, this will be indicated on your form. However, if you are a state retiree who worked full-time hours as a casual seasonal employee you will receive IRS Form 1095-C for 2016 documenting any health care coverage that you (and any enrolled family members) had for one or more months of 2016 as a state retiree. Full-time employees who retired during 2016 will receive IRS Form 1095-C for 2016 documenting the offer of health care coverage and/or enrollment in health care coverage that you (and any enrolled family) had for one or more months of 2016 as a full-time employee or a state retiree.

The State will also send a copy of this form to the IRS. If you utilize a tax or accounting firm to prepare your tax return, you should provide this form to your tax preparer. However, the form is not required and does not need to be attached to your tax return.

If you believe that an item on your Form 1095-C may be incorrect or you have any questions about your Form 1095-C, please contact the Statewide Benefits Office at 800-489-8933.